Career Management – A Lifelong Project

"Learning is ongoing" is one of the High Five principles which form the basis for the Real Game Series. Learning the knowledge and skills of career management is indeed ongoing, extending from pre-school to retirement. This is reflected in the concept of "comprehensive school counseling," which refers to K-12 counseling programs in schools. Institutions of higher education, recognizing that even many college students do not have well-defined career plans or the knowledge and skills required to develop them, increasingly provide some form of career counseling programs. The need for career development skills is equally great for adults as they face changes in the economy, the workplace, and their own lives.

The National Career Development Guidelines provide a roadmap for a sequence of career development goals from elementary school through adult. These goals are in three categories: self-knowledge, educational and occupational exploration, and career planning. (Compare to the American School Counselor Association Standards of development in personal/social, career, and academic areas.)

At the elementary school level the focus is on awareness and basic social and academic skills. At this level students should become aware of the benefits of educational achievement, the relationship between work and learning, the importance of personal responsibility and good work habits, different occupations, changing male/female roles, and the career planning process.

The CRN has a new poster available entitled *Parents*, which focuses on actions and activities that parents can do with their children to facilitate the career-decision process. It also highlights a number of other great resouces.

For a free copy, please call the RI CRN at (401) 462-8790, or send a request via e-mail to crn@dlt.state.ri.us.

Middle school students should acquire knowledge in such areas as the benefits of educational achievement to career opportunities, the skills necessary to seek and obtain jobs, how work relates to the needs and functions of the economy and society, the interrelationship of life roles, and a wide variety of different occupations.

Skills and understanding are central to high school goals. Skills are developed to react positively with others, to locate, evaluate, and interpret career information, to make decisions, and to plan careers. Understanding is developed in such areas as the relationship between educational achievement and career planning, the need for positive attitudes toward work and learning, how societal needs and functions influence the nature and structure of work, and the continuous changes in male/female roles.

Adults need to further expand and develop the same skills and understanding as high school students, but from the perspective of a more mature person with greater responsibility. They may need skills to enter and participate in education and training and life-long learning; skills to find and use career information; and skills to make career transitions.

In a perfect world we would provide a sequence of educational experiences which enable each individual to develop and maintain the necessary knowledge and skills to manage his/her career. Readers of the CRN News Corner represent a variety of levels along this sequence, each contributing to the goal of a society in which all persons have a high "career IQ."



CIDS News Career Information Delivery System Choices & other Bridges.com Products

The 2004 edition of Choices and other Bridges products were shipped to users in August. Once again there are significant improvements in these programs.

Choices, CX Online, and Career Futures now connect to more than 300 career videos in English and Spanish via the Internet. (Career videos were formerly available on CD-ROM as an extra cost option.) Databases of occupations and schools have also been updated.

In Choices, the school reports link directly to MapQuest for an instant view of the school's location. A new Basic Skills Survey helps users organize self-knowledge about their basic skills. In all assessments users can now compare their results to those required for success in various occupations. There are also improvements in the Resume Builder, in importing accountability data into programs such as Excel, and in compatibility with assistance software for the visually impaired.

The Career Resource Network will offer training as follows:

- * Introduction to Choices Tuesday, Sept. 23, 2003 8:30 a.m. – 2:00 p.m. For those who have little or no experience using Choices
- * Advanced Choices Wednesday, Sept. 24, 2003 8:30 a.m. – 12:30 p.m. Customizing Choices to the individual school; adding local features
- * Introduction to CX Online Wed., Sept. 24, 2003 1:00 p.m. – 3:30 p.m. Introduction to this Internet-based career development program in magazine type format

Advanced registration is required. Each of the three classes is limited to the first 15 persons who register. All sessions will be at the Department of Labor and Training in Cranston. Details and registration forms have been mailed to schools and government/community agencies, and are posted on the CRN web site www.dlt.ri.gov/crn.

If demand warrants, additional classes may be scheduled at a later date.

Occupational Focus:



Massage Therapist

Massage Therapists can help relieve sore and stiff muscles. A massage loosens muscles, thereby alleviating pain and reducing the chance of injury from

sports or work activities. It can treat soft tissue injuries such as whiplash and sprains and can help with diseases such as osteoarthritis. It can relieve low back pain and can help with psychological problems such as stress, anxiety and depression. According to the American Massage Therapy Association (AMTA) consumers spend between four and six billion dollars annually on visits to Massage Therapists.

Massage is not simple. There are many different techniques and theories. Massage Therapists may provide treatment on request of a customer or under direction of a physician.

In Rhode Island and about half of the other states, Massage Therapists must be licensed. In Rhode Island the license, issued by the Department of Health, requires graduation from a school approved by AMTA or equivalent training. Licensing also requires passing the National Certification Examination for Therapeutic Massage and Bodywork.

In Rhode Island entry level Massage Therapists make about \$6.96 an hour. Experienced Therapists earn about \$10.63 an hour.

For additional information, consult the Occupational Outlook Handbook at www.bls.gov/oco and AMTA at www.amtamassage.org.

More information will be provided to users of Choices and other Bridges products later this fall.

The headquarters of Bridges.com is in Kelowna, British Columbia. In late August television viewers witnessed news reports of a spectacular wildfire which spread into the town and destroyed over 240 homes. According to the latest information available, the operations of the company were not disrupted. However, one Bridges employee lost his home.

What's New in the CRN Corner?



Research on career development is a hot topic. Administrators of career development programs are increasingly being asked to support their activities with research results. Although there is not a large amount of quality research, two national efforts will help. America's Career Resource Network Association (ACRNA), the association of CRN directors, has established an Assessment, Evaluation and Research Committee, which has prepared two bibliographies of research reports. They are posted on the web at www.inpathways.net/_ACRNA (that's an underline before ACRNA). In a second project, Dr. Katherine Hughes is developing an overview of related research for the Office of Vocational and Adult Education of the U. S. Department of Education. This should be available this fall.

Congress must annually appropriate funds to operate the Career Resource Networks in the various states. Since the amount of money is very small, and pressures from various sources are great, it is important that our representatives and senators know that the Rhode Island CRN provides useful services and products, such as our training programs, the Career Anchor, the CRN News Corner, Choices and other products prepared with Bridges.com, and the Real Game Series. If you value any of these, a note to our representatives and senators would be appreciated.

The O*NET Ability Profiler, the latest in the series of O*NET assessment tools, is now available. It must be administered by staff who provide instructions to individuals taking the assessment. It includes a User Guide, flexible administration, computerized scoring and other features. Details are on the O*NET web site www.onetcenter.org/AP.html.

Smart Options, the classroom activity based on the theory of multiple intelligences will be available through the CRN as soon as it is ready, probably around the end of 2003. The program was piloted in four Rhode Island schools and in schools in several other states. Based on the evaluations from these pilot sites, the material has been edited and will be published. Additional information will be mailed and posted on the CRN web site www.dlt.ri.gov/crn as soon as it is available.

America's Career Infonet (<u>www.acinet.org</u>)

has been enhanced and is well worth visiting. The Employability Checkup Career Tool ("Determine where you stand if you lost your job today") has a new look. There are now in-context links to the Occupational Outlook Handbook. Other recent updates include annual income and population data, state financial aid program and contact data, and additions to the "Did You Know" and FAQs features.

Two reports useful to career developers are available on the Internet from the Labor Market Information Unit of the Department of Labor and Training. The 2010 Industry/Occupational Projections are at: www.dlt.ri.gov/lmi/proj.htm. The 2002 Employment and Wage Data are at: www.dlt.ri.gov/lmi/es202.htm.

Real Game News

Workshops for facilitators (teachers) for several of the Real Game Series were held during July and August. Workshops for four of the games will be held in the fall. Announcements will be mailed to schools and agencies which serve adults, and will be posted on the CRN web site www.dlt.ri.gov/crn.

The National Life/Work Center (NLWC), which handles the distribution of Real Game kits, has announced a price increase effective October 1. However, as this is written, the Career Resource Network is negotiating with NLWC for a possible discount for Rhode Island purchasers which will help offset the price increase.

It is important, therefore, that purchasers of kits contact the CRN before making out a purchase order to be sure of getting the best possible price.

A video on the Real Game Series is now available in VHS or CD-ROM form. It is approximately 27 minutes, and includes scenes of children and adults using various games in the series, and comments from counselors, teachers, administrators, parents, and students. The video was produced by the California Career Resource Network (CALCRN) with support from the CRNs in other states, including Rhode Island. The video is not suitable for use with students. It is best used in meetings of administrators, teachers, parents, or other adults to explain the Real Game Series. Contact the CRN to arrange to borrow the video.

A Web Site Worth Surfing:



No, it is not necessary for every child to go to college and get a four-year degree. However, it is necessary for each person to have marketable skills, which almost always means that postsecondary education or training of some kind is necessary. Many rewarding occupations are in the group known as "skilled trades," which may require an apprenticeship or two years of college. These occupations provide a good income (as you know if you have hired a plumber or electrician lately), and would be very satisfying to persons who prefer building or working with tools to desk work.

Human Resources Development Canada supports this web site, www.skilledtrades.ca, which is devoted to the skilled trades. It is an initiative of the Industry-Education Council of Hamilton, Ontario. Because some of the information is specific to Canada, it must be used with caution. However, much of the information is equally applicable to the United States or other countries. It has four sections for job seeker, employer, educator, and info seeker.

Each of the four sections includes a "Trade of the Week," with an in-depth look at a different trade each week, and archives of past featured trades. Links and resources are provided. The job seeker section includes tips on resumes, interviews, and cover letters oriented toward skilled trades occupations. The educator section offers a database of resources designed to supplement and enrich the curriculum.

Another Canadian web site lists a large number of occupations which are apprenticeable, with information and a brief employability skills quiz for each occupation. Check it out at: www.apprenticesearch.com/fpTrades/trades.asp. If you have students or clients who are interested in the skilled trades, or you teach related courses, this web site is worth a look.

Do you have comments or suggestions on the contents of our CRN News Corner? Do you have information you'd like us to publish? If so, please contact us at: Career Resource Network, Thomas Culhane, Career Resource Network Manager,

RI Department of Labor and Training, 1511 Pontiac Avenue, Cranston, RI 02920, (401) 462-8790 phone, (401) 462-8766 fax, tculhane@dlt.state.ri.us.

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